



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CHAIRPERSON
Allan O'Shea
VICE-CHAIRPERSON
Edward Haik

Ken Hilliard
Ervin Kowalski
Jim Krolczyk
Glenn Lottie
Carl Rutske

CLERK
Marilyn Kliber
(231) 723-3331
CONTROLLER/ADMINISTRATOR
Thomas Kaminski
(231) 398-3500

DRAFT

PUBLIC SAFETY COMMITTEE

Wednesday, August 12, 2009
9:00 A.M.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

REPORT

Members Present: Edward Haik, Chairperson; and Allan O'Shea

Members Absent: Carl Rutske

Others Present: Thomas Kaminski, County Controller/Administrator; Dale Kowalkowski, Sheriff; John O'Hagan, Undersheriff; Lt. Brian Postma, State Police Post Commander; Chief David Bachman, City of Manistee Police; Bruce Schimke, Maintenance Supervisor; Ken Grabowski, Manistee News Advocate; and Rachel Nelson, Administrative Secretary

The meeting was called to order at 9:00 A.M.

ITEMS REQUIRING BOARD ACTION

Sheriff Kowalkowski reminded the Committee that he had sent them a letter regarding budget issues with the State Police and the status of law enforcement within Manistee County. Due to cuts, there are times when the State Police do not have any troopers on the roads, and the Sheriff has agreed to help cover these times. It was noted that it is important for the City of Manistee Police, State Police and County Sheriff to work together, however, more manpower is still needed to provide an adequate level of public safety. Certain situations require a timely response for emergency assistance (other than medical). Chief Bachman stated that the City Police might enter into a mutual aid agreement with the local Tribal Police so that they can provide assistance within the City if no one else is available. Sheriff Kowalkowski noted that the Sheriff's Office also might enter into a mutual aid agreement with the local Tribal Police so that if an incident occurs near the casino, the Tribal Police will have the authority to take care of the situation in that area only. Sheriff Kowalkowski stated that he feels he needs two additional Deputies to help with law enforcement in the County. Mr. Kaminski noted that there are some things that could be done with the budget to make the money available, but they would be a one-year fix and he thinks the County should avoid that situation. It was stated that the County Commissioners need to set their priorities and make the budget fit that list, noting that there may be some difficult decisions. After discussion,

Mr. O'Shea recommended that County Administration review the budget again with public safety as a priority and bring several options to the

County Board for discussion. No alternative recommendation was proposed.

Mr. Schimke informed the Committee that there have been sewage issues at the jail due to an increased amount of inmates and the fact that the ejection pumps have not been working for the last 10 years. The water in the septic tanks is generally three feet higher than it should be, which has lead to many back-ups. Mr. Schimke presented the request for bids, additional information and the bid by Forbes Sanitation & Excavation (APPENDIX A).

Mr. O'Shea recommended that Forbes Sanitation & Excavation, Inc. be hired for the sewage ejection pump project at the County Jail for \$6,600 with payment coming from the Capital Improvement Fund. No alternative recommendation was proposed.

ITEMS NOT REQUIRING BOARD ACTION

Sheriff Kowalkowski informed the Committee that the average daily female population at the County jail has been 8-10 women. There are only four female beds, so some of the female inmates have been sent to Benzie County.

The Jail Security System is almost complete and has turned out well. The generator project at the Jail is complete. It was noted that Topline did an excellent job with the project and even took a loss due to issues with DTE. Mr. Kaminski also noted that Mr. Schimke did a great job with both projects.

Landmark Design will make a presentation regarding Courthouse security at the next Public Safety Committee meeting.

The meeting adjourned at 10:20 A.M.

Edward Haik, Chairperson

Allan O'Shea, Commissioner

(ABSENT)
Carl Rutske, Commissioner



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APPENDIX A

MAINTENANCE DEPARTMENT

231-398-3552

Fax 231-723-1795

MEMORANDUM

TO: Manistee News Advocate
FROM: Bruce Schimke, Maintenance Supervisor
DATE: July 23, 2009
RE: Notice of Request for Bids

Please publish the following advertisement in the Manistee News Advocate on the following dates: Friday, July 24, 2009; and Saturday, July 25, 2009. Please place a black border around the advertisement. Please remit invoice to my attention at the address listed above.

REQUEST BIDS FOR THE REMOVAL AND REPAIR
TO THE EXISTING SEWAGE EJECTION PUMP STATION

Manistee County is requesting sealed, competitive bids for the purpose of the removal and the installation of (2) two new Zoeller (1) hp 2" submersible sewage ejection pumps, also the repair or replacement of the existing duplex pump control and transfer station. This also includes the repair or replacement of the electrical underground wiring, from the driveway to the existing pump lift station. This work will also require the installation of (1) new drain field diverter valve, located outside of the existing concrete pump chamber. The sealed bids must include all required electrical wiring and piping required to furnish a complete working sewage ejection system at the Manistee County Sheriff Facility.

All bid proposals shall be submitted to the Manistee County Controller/Administrator's Office, 415 Third Street, Manistee, MI 49660, with envelopes plainly marked "SEWAGE EJECTION PUMP STATION BID". The bids are due no later than 5:00 P.M. on Tuesday, August 4th 2009.

There will be a mandatory on site pre-bid inspection /job walk through on Tuesday, July 28th 2009 at 10.00 AM. Please contact Bruce A. Schimke, Maintenance Supervisor, at 231-398-3552 to have your company name added to the pre bid contractors list.

The bid quotation shall include all materials, labor and all necessary equipment to perform the job requested in a professional and timely manner. Also, each contractor shall include any permits that may be required.

Manistee County reserves the right to reject all or any part of the bid, and reserves the right to select a contractor other than the low bidder without cause.

Bruce Schimke, Maintenance Supervisor

CC: Dale Kowalkowski, Sheriff
Thomas Kaminski, Controller/Administrator

[rn h:\newspaper ad 072309 pump]

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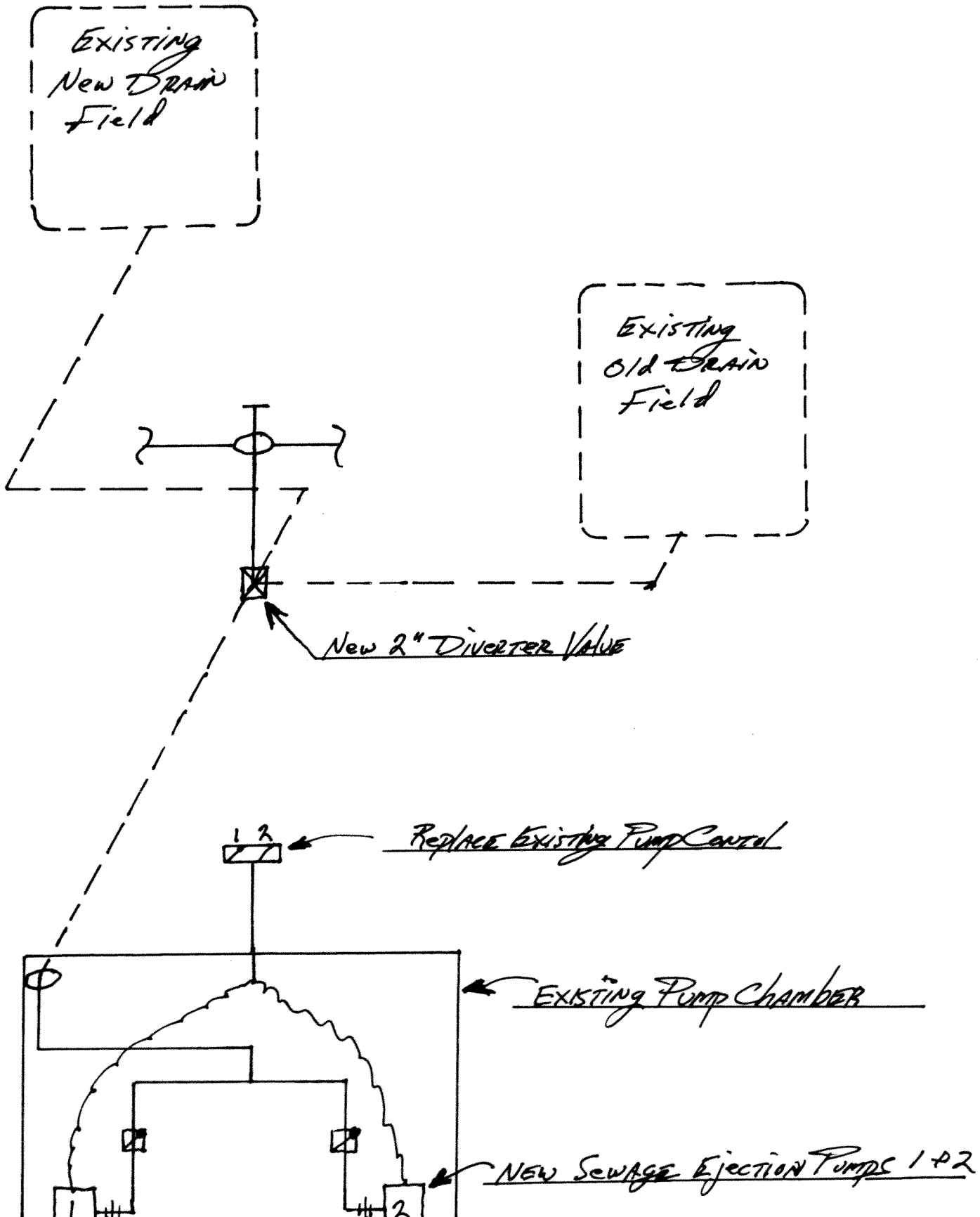
MAINTENANCE DEPARTMENT

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The bid quotation shall include all materials, labor and all necessary equipment to perform the job requested in a professional and timely manner. Also, each contractor shall include any permits that may be required.

The contractor and any and all of their subcontractors shall procure and maintain the insurance required below for the life of this contract, and shall not commence work under this contract until such insurance is procured. All coverage shall be with insurance companies licensed and/or admitted to do business in the State of Michigan. All coverage shall be with insurance carriers acceptable to Manistee County.

1. **Workers' Compensation Insurance:** including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
2. **Commercial General Liability Insurance:** on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included.
3. **Motor Vehicle Liability:** including Michigan No-Fault Coverage, with limits of liability not less than \$1,000,000 per occurrence combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, non-owned vehicles, and all hired vehicles.
4. **Additional Insured:** Commercial General Liability and Motor Vehicle Liability, as described above, shall include an endorsement stating that the following shall be

Additional Insured's: Manistee County, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof.

5. **Cancellation Notice:** All policies described above shall include an endorsement stating the following: "It is understood and agreed that Thirty (30) Days Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to:

(Tom Kaminski, Manistee County, 415 Third Street, Manistee, MI 49660.)

6. If any of the above coverage's expires during the term of this contract, the Contractor shall deliver renewal certificates and/or policies to Manistee County at least ten (10) days prior to the expiration date.
7. Again there will be a mandatory pre bid meeting on Tuesday, August 4th 2009 at 10:00 A.M. Please contact Bruce A. Schimke, Maintenance Supervisor, at 231-398-3552 to verify your company will be at the job walk through meeting.

SPECIFICATIONS FOR MANISTEE COUNTY SHERIFF DEPT:
1525 E. PARKDALE / U.S. 31

- Demo of two existing sewage ejection pumps and piping.
- Demo and save to reuse if possible, the existing transfer housing and electrical conduit.
- Furnish and install (2) two Zoeller model 284 single seal series sewage ejection pumps.
- Furnish and install new piping to include new check valves and float switches at each pump.
- Furnish and install (1) one new duplex pump controller, with pump alternating control and high water level alarm.
- Furnish and install new conduit seal off seals into the existing electrical conduit.
- Furnish and install (1) one new sewage diverter valve into the existing pump lines outside of the existing pump chamber.
- **NOTE: The repair and if needed the replacement of the existing underground electrical conduit and wiring from the driveway to the pump chamber must be submitted as an alternate price.**
- Each contractor is responsible for an inspection of the site prior to submitting their proposal.
- No allowances will be made for any contractor not making a thorough examination of the work site.
- The selected contractor is responsible for coordination of all phases of work between the contractor, and the County.
- The bid shall include the contractor's name, address, telephone number and a list of previous completed projects with references, contact names and phone numbers.

- The selected contractor shall guarantee the materials and labor costs for a minimum of one (1) year after final acceptance of the project and is responsible for any and all costs to make said repairs. Also, the contractor shall include the manufacturer's equipment and material warranty, and if product failure occurs, shall provide the materials to the county at no cost for the duration of the warranty.
- Manistee County reserves the right to reject all or any part of the bid. Bids which do not comply with all the criteria set forth in the invitation to bid will be subject to disqualification. Manistee County reserves the right to select a contractor other than the low bidder without cause.

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PROPOSAL

Forbes Sanitation & Excavation, Inc.
1878 E. Parkdale Ave.
Manistee, MI 49660 231-723-2311
State of MI License Number 2104120408

NO: 1201
Sheet: 1
Date: Jul 31, 2009

PROPOSAL SUBMITTED TO WORK TO BE PERFORMED AT

NAME : Manistee County STREET : 1525 E Parkdale Ave
ADD : 415 3rd St CITY : Manistee
CITY : Manistee
STATE: MI CONTACT : Bruce
TELE : 398-3552 TELE : 398-3552

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of:

- Pump out existing pump chamber & 1st septic tank in line to accomplish work
- Demo existing pump, pipes and wiring from existing pump chamber
- Demo & reuse transfer housing & conduit for pump wiring to control box
- Furnish & install 2 Zoeller model 284 single seal service sewage ejection pumps (1 hp) along with ck valves & float switches for each pump with appropriate piping to exit pump chamber & join together immediately preceding the new diverter valve, allowing each pump in turn to feed the selected drain field & the diversion of dosage from one field to the other at a predetermined interval
- Install and furnish float switch in pump chamber for high water alarm

Electrical:

- One new duplex pump controller, with high level alarm. Pumps are sized at 1hp
- Pumps will alternate but will not run at the same time
- Removal of existing pump controller, conduits down to coupling level
- Installation of new conduit sealoffs as required by code, chinking and sealoff compound
- Terminations of new pump wires and float wires. Pumps & floats provided & installed by others
- Permit fee

Alternate to trench price \$550.00

All material is guaranteed to be as specified and the above work to be completed in a workmanlike manner for the sum of: Six Thousand Fifty Dollars (+ Five Hundred Fifty for alternate wiring) Total of \$6600.00

With payment to be made as follows: Due upon completion of job

Any alteration or deviation from the above specifications involving extra costs, will become an extra charge over & above the estimate. All agreements contingent upon strikes, delays, or accidents beyond our control.

Workmen's Comp. and Public Liability Ins. on above work to be taken out by: Forbes

Respectfully submitted: *Robin Forbes* th
: Robin Forbes

Note - - This proposal may be withdrawn by us if not accepted within
: 30 days.

ACCEPTANCE OF PROPOSAL

The above prices and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted - - - - Signature:
Date :